



BETTY T. YEE
California State Controller
Division of Accounting and Reporting

August 7, 2015

Dear Auditor-Controller/Agency Officer:

This letter provides information regarding the 2014-15 Transit Operators Financial Transactions Report (FTR). Public Utilities Code section 99243 requires the financial transactions of each transit operator to be submitted to the State Controller's Office (SCO) within 90 days after the close of the fiscal year or within 110 days if filed electronically.

The financial reports are due September 28, 2015. If filing electronically, the due date is October 19, 2015. Please submit the following documents:

- Financial Transactions Report
- U.S. Bureau of Census survey form
- Government Compensation in California (GCC) Report (if applicable)
 - Information regarding the 2014 GCC Report was mailed in June 2015

Please note that transit operators who provide both general public and specialized transit services are required to submit a separate FTR for each type of service. If applicable, you will receive separate letters with a unique set of usernames and passwords.

Please visit www.sco.ca.gov/ard_locinstr_transit_forms.html for the electronic reporting program, as well as paper reporting forms, instructions and information. Local Government Reporting staff is available if you need assistance with downloading the electronic program.

If you have any questions or need assistance with downloading the electronic program, please contact the Local Government Reporting Section at LGRsupport@sco.ca.gov or (916) 322-9672, or contact Chi Ha at cha@sco.ca.gov or (916) 323-9293.

Sincerely,

(Original signed by)

RENEE HSZIEH, Manager
Local Government Reporting Section